



Milestone 3 December 2018 Release

Webcast Townhall
November 14, 2018



Agenda

- Reminders
- Resources Page Overview
- Takeaway Questions
- Replacement Warrant Process
- Demonstration



Reminders

- Cutover Logistics
 - BUSN912: Complete All GL Journal Approvals
 - To avoid unnecessary work following this release, approve all GL journals that are currently in the system by **6:00pm on Thursday, November 29, 2018.**
- Role Mapping
 - Due Friday, November 16, 2018
 - After December Release, all FI\$Cal Department's journals are subject to departmental approval via FI\$Cal certification page

Reminders

- Trainings Planned for the December Release – *Coming Soon*
 - University of FI\$Cal (UPK) – Approving GL Journals
 - New Job Aids
 - SCO Approval of GL Journals and AP Journal Vouchers
 - Correcting Claim Payment in GL (Transaction Requests)
 - Creating Manual Zero Dollar AP Voucher
 - Updates to Existing Job Aids
 - PFA Process in FI\$Cal
 - GL Spreadsheet Journal Upload
 - Approving a GL Journal
 - Catch Up Transaction Videos

Resources Page Overview



Takeaway Questions

- **Q:** What backup documents will be required for journal vouchers transaction request?
 - **A:** *Documents that departments currently attach today*
- **Q:** What is the turnaround time for SCO approval?
 - **A:** *Pending confirmation from the SCO*
- **Q:** For departments with many utilities vendors and do paper transactions outside of FI\$Cal, what is the process?
 - **A:** *We recommend those departments to start capturing transactions in FI\$Cal*

Replacement Warrant Process

- Change in terminology
 - Government Code 17090-97, “Lost or Destroyed Warrants”
 - “Duplicate Warrants” to “Replacement Warrants”
- With the exception of Payroll and Garnishment Warrants, warrants issued under the “Lost or Destroyed Warrants” process (SAM 8426.1) will be issued with a new warrant number.
- Departments will receive a new “Replacement Warrant Report” (RPTAP089). The original warrant number and the “replacement warrant number” will be referenced on the report.

Demonstration

Topics

- Department GL Journal
- AP Journal Voucher

Presenters

- Nancy Tedlos
- Marisela Mercado





One state. One system.

Questions and Answers
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